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OPI: IO/POS

VOLUNTARY REIMBURSABLE INSPECTION SERVICES

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I. PURPOSE

A. This directive identifies the voluntary, reimbursable services available to facilities, such as warehouses, cold storage plants, off-premise freezers or other non-official facilities, and facilities wishing to receive voluntary slaughter/processing inspection, and explains the requirements these facilities must meet for approval to receive these services.

B. This directive provides guidance to FSIS employees who must determine if non-official facilities meet the requirements to receive the listed services, and provides guidance to employees who must develop PBIS monitoring plans for non-official facilities outside of an official establishment. These monitoring plans identify the various processes that are conducted under inspection within the facilities.

II. CANCELLATION

MPI Manual Parts 18.73 through 18.82

MPI Directive 915.4, dated 5/29/73

MP Form 225, dated 4/83

MP Form 228, dated 9/81

MP Form 229, dated 9/81

FSIS Form 6000-17 dated 6/87.

III. [RESERVED]

IV. REFERENCES

MPI Regulations, Parts 308, 311, 318, 325, 327, 350, 351, 352, 354, 362, 381, 390, and 391

FSIS Directive 5110.1, dated 5/18/84.

## V. ABBREVIATIONS AND FORMS

ADP	Automated Data Processing
FMIA	Federal Meat Inspection Act
ISG	Inspection System Guide
PBIS	Performance Based Inspection System
PPIA	Poultry Products Inspection Act
MPI	Meat and Poultry Inspection
FSIS Form 5110-1	Services Rendered
FSIS Form 5200-6	Application/Approval for Voluntary Reimbursable Inspection Service
FSIS Form 8800-2	Inspector Assignment Schedule
FSIS Form 8820-2	Process Deficiency Record

## VI. DEFINITIONS

For purposes of this directive, the following definitions will apply.

A. Warehouse. A non-official establishment which stores or handles meat and poultry products. These establishments include cold-storage facilities, freezer operations, and salvage operations.

B. Non-official Establishment. Any facility where operations are conducted involving meat and poultry products that does not require mandatory Federal inspection.

C. Reimbursable Services. Any inspection services not required by the regulations that are requested by and paid for by the applicant.

D. Food Article. Any article of human food derived wholly or in part from meat, meat byproducts, meat food products, poultry carcasses or parts thereof, which is not subject to the FMIA or PPIA.

## VII. TYPES OF SERVICES AVAILABLE

A. Identification Service (ID service) - A service that is provided to assure that the identity of Federally inspected and passed meat and poultry products is maintained, throughout the division of such meat or poultry or other product into smaller portions, its combination into larger units, or repackaging and relabeling of product in which the integrity of the immediate container has not been compromised. Inspection personnel may supervise marking such portions and units with the marks of Federal inspection, as provided in Sections 350.3(a) and 362.2(c) of the MPI Regulations, if they determine that the identity of the

product(s) has been maintained. Sanitation of the area where the service is performed must comply with the applicable provisions of Parts 308 and 381, Subpart H, of the MPI Regulations. Processing activities may not be performed under ID service. An applicant

desiring this type of service should complete Blocks 1 through 8 and 15 through 18 of FSIS Form 5200-6 (attachment). Indicate in the remarks section of the form any specific information pertaining to the service requested, such as type of products, etc. Completed forms should be sent to the appropriate FSIS area supervisor.

B. Freezing Pork for Trichinae Certification. A service that is provided to assure that any pork or product containing pork to be certified as having been effectively treated for the destruction of possible live trichinae is appropriately identified and segregated, and subjected continuously to the specific time and temperature requirements set forth in section 318.10(c)(2) of the MPI Regulations. Sanitation of the area where the service is performed must comply with the applicable provisions of Part 308 of the MPI Regulations. An applicant requesting this service should complete Blocks 1 through 7, Block 9, and Blocks 15 through 18 of FSIS Form 5200-6. Completed forms should be sent to the appropriate FSIS area supervisor.

C. Refrigerating Beef for Cysticercus Certification. A service that is provided to assure that any beef or beef products with lesions of cysticercus bovis, and designated to be passed for human food, are appropriately identified with "U.S. retained" tags, segregated, and subjected continuously to the time and temperature requirements set forth in Section 311.23(a)(2) of the MPI Regulations. Sanitation of the area where the service is performed must comply with the applicable provisions of Part 308 of the MPI Regulations. An applicant requesting this service should complete Blocks 1 through 7, Block 9, and Blocks 15 through 18 of FSIS Form 5200-6. Completed forms should be sent to the appropriate FSIS area supervisor

D. Off-Premises Freezing Service. A service that is provided to assure that raw and/or processed red meat and poultry products frozen at a non-official establishment to meet a label claim regarding freezing are handled in the same manner as product frozen at an official establishment. Poultry products must comply with Section 381.66 of the MPI Regulations for ready-to-cook poultry and Section 381.148 for processed poultry products. Red meat products should comply with the general requirements of Part 18.70 of the MPI Manual. Sanitation of the area where the service is performed must comply with the provisions of Parts 308 and 381, Subpart H of the MPI Regulations. An applicant requesting this service should complete Blocks 1 through 7, Block 10, and Blocks 15 through 18 of FSIS Form 5200-6. Include any specifics pertinent to the freezing operation in the remarks section of the form. Completed forms should be sent to the appropriate FSIS area supervisor.

E. Food Inspection Service. A service that is provided to assure the wholesomeness of a food article, as provided in Sections 350.3(c) and 362.2(a) of the MPI Regulations. For purposes of

voluntary reimbursable services, a food article is an item not subject to mandatory inspection under the FMIA or the PPIA. Preparation of product under the Food Inspection Service and

Voluntary Poultry Inspection Service may include processing operations. All products must carry the mark of inspection. Preparation, labeling and certification of the meat or poultry article and the sanitation of the area where the service is performed must comply with the applicable provisions of Parts 301 through 391 of the MPI Regulations. An applicant requesting this type of inspection service should complete Blocks 1 through 7, Block 11, and Blocks 15 through 18 of FSIS Form 5200-6. To receive Food Inspection Service, an applicant must submit blueprints and specifications to FSIS before approval for this service will be granted. Completed forms should be sent to the FSIS area supervisor.

F. Voluntary Inspection Service. Exotic animals and other animals such as rabbits and game birds may be inspected under a voluntary inspection program upon application and approval by FSIS. The applicant will pay all costs. Requirements for exotic animal species inspection (antelope, elk, bison, cattalo, deer, reindeer, and water buffalo) are contained in Part 352 of the MPI Regulations. Rabbit inspection requirements are contained in Part 354 of the MPI Regulations. Inspection requirements for migratory waterfowl, game birds and squab are contained in Part 362 of the MPI Regulations. Fees for voluntary slaughter and inspection service for these species are contained in Part 391 of the MPI Regulations. An applicant requesting voluntary inspection service should complete Blocks 1 through 7, Block 12, and Blocks 15 through 18 of FSIS Form 5200-6. Indicate in the remarks section the species of animal or fowl to be slaughtered or processed under this service. Blueprints and specification must be submitted to FSIS before this service will be granted.

G. Certified Product for Dogs, Cats, and Other Carnivora. Inspection identification of products for dogs, cats, and other carnivora is a service provided to an applicant. Requirements for these types of operations are covered under Part 355 of the MPI Regulations. Blueprints must be submitted by establishment management to FSIS for approval. An applicant requesting inspection of products under Part 355 of the MPI Regulations should complete Blocks 1 through 7, Block 13, and Blocks 15 through 18 of FSIS Form 5200-6. Completed forms should be sent to the appropriate FSIS area supervisor.

H. Technical Animal Fats. Certification of technical animal fats for export is covered under Part 351 of the MPI Regulations. Technical animal fats to be certified must originate from animals which were slaughtered under inspection. An applicant requesting this service shall complete Blocks 1 through 7 and Blocks 14 through 18 of FSIS Form 5200-6. Completed forms should be sent to the appropriate FSIS area supervisor.

VIII. GENERAL PROVISIONS

A. When product is labeled or relabeled at a warehouse/  
freezer, the originating official establishment number or the

warehouse number may be used with the official inspection legend appearing on the relabeled packages, provided the labeling has been approved by FSIS and applied under inspection supervision.

B. A warehouse or freezer that simply stores frozen or refrigerated, properly packaged, marked and labeled meat and poultry products does not need FSIS approval.

C. Only those areas of the warehouse designated by its management as locations where specified services will be performed are subject to the requirements set forth in this directive. Deficiencies discovered by inspection personnel in all other areas will be reported to the Compliance Program, Regulatory Programs.

D. Product reconditioning, "ice glazing" or other types of further processing operations, such as cutting, boning, or trimming are not permitted. Processing of food articles not covered by the FMIA or PPIA is permitted under Food Inspection Service and Voluntary Poultry Inspection Service as stated in Parts 350.3 and 362.2 of the MPI Regulations.

E. Reimbursable time will be recorded on FSIS Form 5110-1 by the FSIS employee as described in FSIS Directive 5110.1. Fees to be charged and collected for service shall be at the rates specified in Part 391 of the MPI Regulations.

#### IX. APPLICATION, APPROVAL AND WITHDRAWAL PROCEDURES

A. Voluntary, reimbursable services are subject to the requirements set forth in Sections 350.6, 350.7, 352.5, 352.6, 354.45, 354.100, 362.4 and 362.5 of the MPI Regulations regarding fees, charges, and denial or withdrawal of service.

B. Management of a facility desiring any of the voluntary inspection services described in this directive should request approval from the FSIS Regional Director using FSIS Form 5200-6 The operator must indicate on the form the services the facility wishes to receive.



C. The FSIS area supervisor, or the designee will evaluate the facility and determine whether it meets the requirements, as specified in this directive, to receive the requested services. The facility will be evaluated only for those services it is requesting.

D. If the facility meets the requirements, the FSIS Regional Director will grant approval on FSIS Form 5200-6.

E. Management of the facility must request Inspection Service from the FSIS Area Office at least 24 hours in advance.

F. The FSIS Regional Director may withdraw approval for services for any of the following reasons:

1. Conditions exist that may be injurious to the public health.

2. Improper records or certificates are found.

3. Management or employees of the facility fail to comply with any conditions of the FSIS approval for services or if they violate the MPI Regulations or FMIA or PPIA.

G. When violations, as described above, have been noted and management of the facility has been given an opportunity to present views, the FSIS Regional Director may suspend approval pending final determination under the authority granted by Section 350.6 of the MPI Regulations for voluntary inspection of meat products, Section 352.6 for exotic animal species inspection, Section 351.20 for certification services, Section 354.45 for inspection of rabbits and Section 362.4 of the MPI Regulations for poultry inspection. The facility operator may ask the FSIS Regional Director, in writing, for a temporary suspension of any service approval for up to 120 calendar days. If any service for which the facility has been given approval has not been performed within the previous 12 months, the FSIS Regional Director may suspend approval for that service.

#### X. REQUIREMENTS FOR APPROVAL TO PERFORM VOLUNTARY SERVICES

The general requirements to perform voluntary services are the same for all of the services available to warehouses, except that there are additional specific requirements for freezing pork for trichinae, refrigerating beef for cysticercus, off-premises freezing of red meat and poultry, and Food Inspection Service. All services must comply with the applicable provisions of Parts 308 and 381, Subpart H, of the MPI Regulations. Food Inspection Service must comply with all of the applicable provisions of Parts 301-390 of the MPI Regulations.



#### A. General Requirements.

1. The area where the service is being performed must be maintained in a sanitary condition and must be free of odors.

2. Product must be stored in a sanitary manner, and on racks away from walls and off the floor.

3. Equipment, preferably stainless steel, or packaging materials must be acceptable to FSIS.

4. For handling unwrapped product, a properly drained room or area, with hot and cold running water for cleaning equipment and food contact surfaces; a potable water supply; a water potability certificate; and hand washing facilities must be provided.

5. A secure area that can be locked by FSIS personnel must be available if needed for trichinae and cysticercus services.

6. Office or work space for inspection program personnel must be available. A file cabinet with a locking drawer or other suitable accommodations for providing security for inspection documents should be provided by management of the facility.

7. The identity of unmarked product must be maintained and unwrapped product or certified pet food must be kept segregated.

8. The following records must be maintained by the warehouse/freezer operator:

a. Copy of current application/approval forms.

b. Records of product receipts including date, lot number, originating location, purpose of storage if for certification, and location in warehouse.

c. Current inventory of product by lot.

d. Any labels in the facility must be approved, inventoried and kept under control of establishment management. FSIS personnel must be notified prior to use.

e. Records of shipments, including destination, with the same information listed above for receipts.

f. Copies of letters of guarantee, water potability and sewage certificates.

g. Records of product origination when relabeling is performed using the warehouse number with the official inspection legend on the relabeled packages.

9. All certification forms received and issued with product must be maintained for 2 years, and all records must be made available to FSIS personnel.

B. Additional requirements for specific services.

1. Freezing pork for trichinae control. A facility freezing pork for trichinae control must meet the following requirements, as provided in Section 318.10(c)(2) of the MPI Regulations.

a. Product subjected to either:

(1). a freezer time/temperature combination specified in Table 1 of Section 318.10(c)(2) of the MPI Regulations with:

(a). items grouped according to product thickness or container size, and

(b). items properly spaced to allow air circulation to speed temperature reduction, or

(2). a time/temperature combination for internal temperature of the meat pieces specified in Table 2 of Section 318.10(c)(2) of the MPI Regulations.

b. Product kept segregated in rooms or compartments equipped and made secure with an official program lock or seal.

c. Accurate thermometer in storage rooms or compartments placed at or above the highest storage level and away from coils to give representative readings.

d. Accurate temperaturing device to verify that product meets internal temperature requirements specified in Table 2 of Section 318.10(c)(2) of the MPI Regulations.

e. After completion of the prescribed freezing treatment, the pork must be kept under close program supervision such as a locked cage or other means acceptable to FSIS until the product is shipped from the warehouse.

2. Refrigerated beef. A facility refrigerating beef for cysticercus control must meet the following requirements as provided in Section 311.23(a)(2) of the MPI Regulations:

a. Product (carcasses or boxed beef) appropriately identified with retained tags.

b. Product held under FSIS control at not greater than 15° F. continuously for 10 days (carcasses) or 20 days (boxed beef). Acceptable controls are a locked cage or similar provisions that are acceptable to FSIS.

3. Freezing ready-to-cook poultry. A facility freezing ready-to-cook poultry to meet a label claim regarding freezing must meet the following requirements, as provided in Section 381.66(f) of the MPI Regulations:

a. Capability of lowering the internal product temperature in the warmest part of the package to 0° F. within 72 hours of entering the freezer.

b. Ability to maintain poultry in a solidly frozen state.

c. Provide access to FSIS personnel to the freezer to determine compliance with the 0° F. within 72 hours requirement.

4. Freezing processed product. A facility freezing processed poultry products to meet a label claim regarding freezing shall operate in accordance with sound operating practices and in a manner which will assure freedom from adulteration of the products as specified in Section 381.148 of the MPI Regulations.

5. Freezing raw or processed red meat product. A facility freezing raw red meat products or processed red meat products to meet a label claim regarding freezing should comply with Section 18.70 of the MPI Manual. The poultry requirements described in Paragraph X. B. 3. and 4. above may be used as a guide for sound operating practices concerning red meat products.

6. Food Inspection or Voluntary Poultry Inspection Service. A facility operating under Food Inspection or Voluntary Poultry Inspection service must comply with the applicable provisions of the MPI Regulations, because processing is permitted under these services. A facility approved for this service must use its own number with the official inspection legend on its product.

## XI. INSPECTION REQUIREMENTS

A. To assure compliance with requirements for the processing operations identified in this directive and with the MPI Regulations and the PBIS, monitoring plans must be developed by the inspector in charge from the ISG and be entered into the ADP system

located in the Area Office.

B. Monitoring plans must be designed so that FSIS personnel can effectively monitor each of the critical control points applicable to the types of operations approved at each location. Monitoring plans are approved by the Area Supervisor or the designee.

C. The following information will be used as guidance when developing inspection monitoring plans for facilities outside of an official establishment.

1. Evaluations will be based on required warehouse records.

2. The compliance standards for each inspection task are applicable only to those areas, rooms, or departments where the approved activities take place.

3. Facilities approved to certify pork by freezing, refrigerate cysticercus beef, freeze poultry or red meat in accordance with label requirements, and label under identification service must comply with provisions of Parts 308 and 381, Subpart H of the MPI Regulations. Therefore, the applicable inspection tasks in processes 1, 2, 4, 5, 6, 7, 8, 9, 10, and 12 of the ISG will be included as part of the inspection monitoring plan.

4. An operation that handles exposed product will have a monitoring plan containing a greater number of inspection tasks than an operation that only handles packaged product because there are more critical control points that require monitoring for assuring only safe, wholesome product reaches the consumer.

5. Since all of the above-described types of operations occur on an infrequent basis and require inspection presence when they do occur, it will not be necessary for the ADP system to generate a schedule. However, a blank FSIS Form 8800-2 must be completed for each visit identifying the tasks performed and the inspection findings. Tasks to be performed are chosen by the inspector based on experience and judgment. The inspector should consider observation/suspicion of adulteration or misbranding, infrequent occurrence of a process, and past history of compliance in a process. This will allow FSIS personnel the opportunity to:

- a. Perform any task identified in the inspection plan when there is reason to believe the process is out of control or at the direction of field supervision.

- b. Enter information into the ADP system.

c. Identify to the designated establishment person those deficiencies requiring corrective action by using FSIS Form 8820-2.

Craig A. Reed  
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Inspection Operations

Attachment

FSIS Form 5200-6, Application/Approval For Voluntary  
Reimbursable Service (Reference to FSIS Directive 12,600.1)

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